

SIXTY-NINTH
ANNUAL REPORT

MECHANICS'
INSTITUTE

SAN FRANCISCO
CALIFORNIA

NINETEEN HUNDRED
TWENTY-FOUR





Sixty-ninth Annual Report

of the

MECHANICS' INSTITUTE

for the

Year Ending February 29, 1924

MECHANICS' INSTITUTE OFFICERS

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Year Ending February 29, 1924

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Mechanics'-Mercantile Library

FRANCIS B. GRAVES.....Librarian

MECHANICS' INSTITUTE

Mechanics'-Mercantile Library
and Chess Room
57 Post Street
San Francisco, California

The Library now contains over ninety-one thousand volumes.
Special attention is given to the division of technology.
Over four hundred periodicals and newspapers are on file.
A chess and checker room is maintained where smoking is permitted.
Lecture courses are held each season.
Library open daily, 9:00 A. M. to 10:00 P. M.
Sundays and Holidays, 11:00 A. M. to 5:00 P. M.
Chess Room, daily, 9:00 A. M. to 10:00 P. M.

TERMS OF MEMBERSHIP.

Entrance Fee	\$ 1.00
Quarterly Dues (in advance).....	1.50
Life Membership	100.00

Non-residents may use the Library for one month on payment of fifty cents.

A member may introduce a friend (not a resident of the city) who will be allowed the use of the Library rooms for one month.

LIBRARY RULES.

Members may take out two books at a time and extra books on payment of five cents each.

New fiction may be kept one week only. Other books may be kept two weeks and the time may be extended for two weeks longer by giving notice at the Library desk, or by mail or telephone (Sutter 829). A charge of two cents a day will be made on books kept over time.

Members' requests for books to be purchased will receive careful consideration.

PRESIDENT'S REPORT

San Francisco, March 6, 1924.

To the Members of the Mechanics' Institute:

In presenting to you the sixty-ninth annual report of the President of the Mechanics' Institute I am reminded that it was at a meeting of the pioneer members, held on this day just sixty-nine years ago, that the Institute adopted its Constitution and began the uphill task of founding this great Association.

From the facts presented in this report you will obtain a conception to what a great extent even the fondest hopes of these founders have been realized. Started less than seventy years ago with four books and without funds of any sort, the Institute was dedicated to the work of providing information and useful knowledge to those in search thereof; it has passed through more than the usual number of reverses, each time, however, due to the determination and energy of its sponsors, it surmounted its difficulties and emerged stronger than before. This was a labor of love, for our first trustees placed in the Constitution of the Mechanics' Institute a clause to the effect that no pecuniary compensation should be allowed to its trustees, and that no individual right in its property should exist or be acquired during the existence of the Association.

Today, I am happy to report, it is in a very secure position; it is the owner of a library of over ninety-one thousand volumes, quartered in a building of its sole ownership, and the possessor of an added endowment of over six hundred thousand dollars. This endowment is invested in first class securities; we are now in possession of first mortgages on San Francisco real property amounting to twenty-eight thousand five hundred dollars, and United States Liberty bonds and the highest type of California State, County, and Municipal bonds to the par value of five hundred eighty-nine thousand one hundred dollars, the actual market value of which is considerably more. Such is a brief resumé of the things accomplished since the organization of the Mechanics' Institute.

The results since my last report of a year ago have been equally gratifying. The membership has increased from forty-

nine hundred and seventy-four to five thousand and eight and the receipts from dues, and other library sources, have been practically the same as of the year before. The expense of maintaining the library activities has increased some thirty-five hundred dollars, nearly one-half of which is due to the expense of alterations already made in connection with the plan to secure larger quarters for the reference department on the third floor.

In my last report I stated that the Board of Trustees was arranging for some material changes in the library rooms, and to provide better accommodations for the Chess Club quarters. To a considerable extent these changes have been made. The Chess Club is now housed on the fourth floor, in quarters said to be the best suited for chess purposes of any in the United States, and the space formerly occupied by the chess room is being prepared for the installation of new shelving which will accommodate probably thirty thousand extra volumes, and also will provide for extra floor room for the reference section.

The circulation of books was about two hundred less than that of a year ago, and the loss is entirely in the class of fiction. Of books forty-two hundred and ninety-three were added during the year, and after deducting those lost and paid for and those discarded, we find that the library now has on its shelves ninety-one thousand four hundred and thirty-three volumes.

Two lecture courses were given by members of the faculty of the University of California—the first by Edward Thomas Williams, Agassiz Professor of Oriental Languages and Literature, and the second by Thomas F. Sanford, of the Department of English. Both courses were very well received.

The motion picture exhibitions were discontinued because of the inability to secure films which, in the judgment of the Committee in charge, would be of interest to our membership.

The income from the Post Street building is less by about four hundred dollars than that of the preceding year, which is explained by temporary vacancies incident to the removal of the chess quarters to the fourth floor. The expense of operation shows an excess of about eleven hundred dollars.

During the year one of the mortgages held by the Institute in amount six thousand dollars was paid off, and two of the seven lots in Peoples Homestead Tract A, owned by the Institute, were sold for nine hundred and forty-seven dollars net. Both of these amounts were reinvested. In addition there was invested from surplus the sum of thirty-three thousand one

hundred twenty dollars, all investments being in California municipal bonds.

Detailed accounts on finances and on library work are shown in the reports of Secretary Wood and Librarian Graves.

I wish to thank the members of the Institute for the confidence shown the present Board in returning to office the trustees whose terms expired this year. They, with the hold-over members of the Board, deserve great credit for their attention to the duties of the various committees upon which they have served.

I desire also to express appreciation of the faithful service rendered the Institute by the various members of its staff of employees, especially that of our Secretary, John H. Wood, and our Librarian, Francis B. Graves.

BYRON MAUZY, President.

SECRETARY'S REPORT

For the Year Ending February 29, 1924

San Francisco, March 6, 1924.

To the Board of Trustees of the Mechanics' Institute,
San Francisco.

Gentlemen:—

I have the honor to present herewith financial statement of the Mechanics' Institute for the year ending February 29, 1924:

March 1, 1923, Cash on deposit in various banks.....\$ 13,244.00
Cash in contingent funds..... 225.00

Total Cash.....\$ 13,469.00

RECEIPTS.

Mechanics' Institute Building—rent collections from March 1, 1923, to February 29, 1924\$ 66,666.35
Interest, Ernest N. Atkins Memorial Fund. 30.00
Interest, James Lick Fund 600.00
Interest, Commercial and Savings Account 404.18
Interest, Mortgage Receivable Accounts... 1,116.10
Interest, Bonds 26,418.05
Library and General Administration:
Dues\$ 23,162.50
Entrance Fees 1,032.00
Books Paid For..... 283.73
Fines and Extra Books..... 2,939.57

27,417.80

Received for Investments Account:

Mortgage Paid 6,000.00
Sale of Lots 38 and 41, Peoples' Homestead 947.00
Total Cash received.....

\$129,599.48

\$143,068.48

EXPENDITURES.

Mechanics' Institute Building — operating expenses from March 1, 1923, to February 29, 1924:

Pay Roll\$ 13,880.15
Taxes 8,081.64
Insurance 1,221.08
Equipment 105.98
Heat 2,400.00
Light and Power..... 2,448.77
Water 242.28
Window Cleaning 420.00
Supplies 882.20
Repairs 1,074.93

General Expense	384.18	
Legal Expense	10.00	
	<u>\$31,151.21</u>	
Taxes, Outside Lands	29.16	
Library and General Administration:		
Books, Binding and Periodicals	\$ 12,610.31	
Furniture and Equipment	331.15	
General Expense	2,019.52	
Insurance	818.03	
Legal Expense	250.00	
Lectures	1,242.17	
Printing and Stationery	576.94	
Salaries	21,613.28	
Supplies	558.97	
Taxes	35.57	
Monthly Bulletin	190.00	
Rent of Library Rooms	17,425.00	
Alterations to Library and Chess Rooms	1,651.06	
	<u>59,322.00</u>	
Total Expense		\$ 90,502.37
Investments Account:		
Reinvestments	\$ 6,947.00	
New Investments	33,130.22	
	<u>\$ 40,077.22</u>	
Cash on hand in various banks, Feb. 29, 1924.	\$ 12,263.89	
Cash on hand in contingent funds	225.00	
Total Cash	<u>\$ 12,488.89</u>	
	<u>\$143,068.48</u>	

SUMMARY.

Cash on hand, March 1, 1923	\$ 13,469.00	
Total Receipts	\$122,652.48	
Total Expense	90,502.37	
	<u>32,150.11</u>	
Excess Receipts	6,947.00	
Received from Mortgage Receivable Acct.		
	<u>\$ 52,566.11</u>	

DISTRIBUTION.

Cash in various banks, February 29, 1924.	\$ 12,263.89	
Cash in contingent funds	225.00	
	<u>\$ 12,488.89</u>	
Total Cash		\$ 12,488.89
Reinvestment of funds received from Mortgage Receivable Account	\$ 6,947.00	
New investments made from surplus	33,130.22	
	<u>40,077.22</u>	
	<u>\$ 52,566.11</u>	

The net amount expended since April 18, 1906, on Books, Binding and Periodicals has been.....\$189,940.81
 The amount paid out for construction, equipment, etc., of the Post Street Building has been.....\$355,190.42

Insurance is carried as follows:

Books	\$ 80,000.00
Furniture	7,500.00
Post Street Building	265,000.00

The Resources of the Mechanics' Institute are as follows:
 Post Street lot covered by Mechanics' Institute Building.

Five lots in Peoples Homestead Tract A (unimproved).

First mortgages for \$28,500.00 on San Francisco Real Estate.

Bonds to the par value of \$589,100.00, as follows:

\$241,000.00	5 %	San Francisco, Cal., City Hall Bonds.
3,100.00	5 %	San Francisco, Cal., Municipal Railway Bonds.
4,000.00	4½ %	San Francisco, Cal., Water Bonds.
2,000.00	5 %	San Francisco, Cal., Fire Protection Bonds.
29,000.00	3½ %	San Francisco, Cal., Golden Gate Park and Presidio Extension Bonds.
5,000.00	5 %	Berkeley, Cal., School District Bonds.
10,000.00	5 %	Marin, Cal., Water District Bonds.
2,500.00	5½ %	Oakland, Cal., Municipal Improvement Bonds.
7,000.00	5 %	Oakland, Cal., School District Bonds.
5,000.00	6 %	Petaluma, Cal., City High School District Bonds.
7,000.00	4½ %	Sacramento, Cal., New Levee Bonds.
4,000.00	4½ %	Sacramento, Cal., School District Bonds.
8,000.00	4½ %	Sacramento, Cal., High School District Bonds.
1,000.00	4½ %	Richmond, Cal., School District Bonds.
5,000.00	5 %	Richmond, Cal., School District Bonds.
5,000.00	5½ %	Richmond, Cal., School District Bonds.
3,000.00	5 %	Richmond, Cal., Municipal Harbor Improvement Bonds.
5,000.00	5 %	San Jose, Cal., Municipal Improvement Bonds.
4,000.00	5 %	Salinas, Cal., Union High School District Bonds.
5,000.00	6 %	San Luis Obispo, Cal., School District Bonds.
5,000.00	5 %	Santa Barbara, Cal., Municipal Improvement Bonds.
10,000.00	5 %	Santa Rosa, Cal., Union High School District Bonds.
10,000.00	5 %	Stockton, Cal., School District Bonds.
5,000.00	5 %	Washington Union High School District Bonds.
25,000.00	5 %	Butte County, Cal., Highway Bonds.
20,000.00	5 %	Fresno County, Cal., Bonds.
5,000.00	5 %	Merced County, Cal., Bonds.
7,000.00	5 %	Sonoma County, Cal., Bonds.
5,000.00	4½ %	California State Highway Bonds.
5,000.00	4½ %	California State University Building Bonds.
136,500.00	4¼ %	United States Liberty Bonds.

Cash in various banks, \$12,488.89.

Books, Furniture and Equipment of the Library.

Respectfully submitted,

JOHN H. WOOD, Secretary.

LIBRARIAN'S REPORT

San Francisco, March 6, 1924.

To the President and Board of Trustees, Mechanics' Institute.

Gentlemen: I herewith submit the sixty-ninth annual report of the library for the year ending February 29, 1924:

Membership.

March 1, 1923.....		4,974
Added—Life	17	
Subscribing	1,032	
Reinstated	9	1,058
Withdrawn—Life	22	
Subscribing	694	
Dropped	308	1,024
Net gain		34

Membership February 29, 1924..... 5,008

During the year seventeen subscribing members who had paid continuously for 30 years or more were granted life memberships.

The membership is divided as follows:

Honorary	3
Life	649
Subscribing	4,356
	5,008

Book Accessions.

Number of volumes listed March 1, 1923.....		87,855
Added by purchase	3,406	
Added by binding	609	
Added by gift	278	4,293
Less lost and paid for.....	145	
Lost by cancelled memberships.....	75	
Discarded	149	
Donated to Seamen's Institute.....	346	715
Net gain		3,578

Number of volumes listed February 29, 1924..... 91,433

Binding.

In addition to the 609 volumes noted under books added, 1,148 miscellaneous volumes were rebound at the bindery and 7,314 were repaired in the library.

Gifts.

278 bound volumes as previously noted were received and 3,889 items, consisting of pamphlets, serials and newspapers, were presented to the library during the year.

Accessions by Classes.

	Purchased	Cost	Bound	Cost	Gifts	Total
General works ...	43	\$ 204.61	149	\$ 450.60	23	215
Philosophy	111	242.71	4	8.00	7	122
Religion	35	80.16	1	2.00	6	42
Sociology	246	719.09	58	129.35	111	415
Philology	5	8.78	..		..	5
Science	158	523.88	80	171.65	15	253
Useful arts	329	1,312.41	230	536.20	44	603
Fine arts	180	685.04	63	152.65	5	248
Literature	278	568.50	4	8.20	6	288
Foreign literature.	30	18.45	2	4.40	29	61
Travel	170	550.63	11	23.40	5	186
Biography	172	566.82	1	2.00	3	176
History	122	368.57	6	12.40	18	146
Fiction	1,519	2,498.98	..		6	1,525
Children's books ..	8	11.43	..		..	8
	3,406	\$8,360.06	609	\$1,500.85	278	4,293

Circulation.

There were issued for home use 172,712 volumes, an average of 14,392 volumes per month.

Table of Circulation Statistics.

General works.....	145	Literature	9,111
Philosophy	3,158	Foreign literature	2,153
Religion	923	Travel	5,955
Sociology	3,657	Biography	5,195
Philology	33	History	3,429
Science	2,748	Fiction	120,547
Useful arts	6,677	Children's books	2,241
Fine arts	3,444	Periodicals	2,572
Music	724		172,712

Fiction	120,547	volumes, 69.79 per cent.
Children's books	2,241	" " " "
Non-fiction	49,924	" " " "

Respectfully submitted,

FRANCIS B. GRAVES, Librarian.

APPENDIX.

Year Ending Feb. 28	Membership			Volumes in Library	Circula- tion
	Subscribing	Life and Honorary	Total		
1924	4,356	652	5,008	91,433	172,712
1923	4,317	657	4,974	87,855	172,902
1922	4,160	646	4,806	84,056	175,502
1921	3,842	650	4,492	80,776	150,376
1920	3,408	649	4,057	77,140	128,480
1919	2,994	653	3,647	73,128	101,728
1918	3,135	590	3,725	70,055	118,159
1917	3,144	598	3,742	65,875	132,721
1916	2,982	617	3,599	63,672	127,866
1915	2,862	626	3,488	56,740	131,687
1914	2,709	632	3,341	50,776	125,650
1913	2,855	643	3,498	44,527	118,998
1912	2,660	644	3,304	39,266	110,194
1911	2,385	651	3,036	35,392	88,753
1910	1,717	645	2,362	32,186	71,741
1909	2,034	646	2,680	28,324	83,042
1908	2,120	643	2,763	24,179	
1907	2,726	651	3,377	17,850	
April 18, 1906...		...	4,150		

MECHANICS' INSTITUTE PUBLICATIONS.

In Print.

Annual Reports, 1907 to date.

List of books on architecture. August, 1913.

List of books on building and building materials. December, 1913.

List of books on electrical engineering. June, 1916.

List of books on petroleum. January, 1917.

List of books on aeronautics and military and naval engineering.
January, 1918.

List of books added during 1914-1923.

